

Recovery Implementation Task Force  
Individual Member Responsibilities

*As a member of the Recovery Implementation Task Force (RITF) of Wisconsin, I agree to the following out of respect for the work of the RITF and its committees:*

- ☐ **Share my opinion, listen and allow for difference of opinion and respectfully regard the opinion of others.**
- ☐ Actively participate in all RITF and committee meetings for the entirety of the meeting (unless I notify an assigned Bureau of Prevention Treatment and Recovery (BPTR) staff to inform them of my absence). I understand that if I miss three RITF and/or committee meetings within a rolling twelve month cycle, a Co-Chair will contact me to discuss my commitment and revisit goodness of fit.
- ☐ If I do need to miss a meeting, I will contact BPTR Staff as soon as possible to let them know I cannot attend.
- ☐ If I miss three (3) meetings in a calendar year without communicating my absence I automatically relinquish my seat on the Taskforce.
- ☐ I will take time to review the meeting materials prior to the meeting so I can come to the meetings prepared.
- ☐ Demonstrate personal and professional integrity and honesty. I will work towards the mission of the RITF while striving to embody recovery, hope, accountability, leadership and dignity.
- ☐ Demonstrate respect for products and documents developed by the RITF and its committees. I will not post or release any draft documents without prior approval. The RITF welcomes and encourages the use of approved products and/or documents in a public setting. It is expected that no amendments be made and appropriate credit be given to the developing body.
- ☐ Participate on at least one committee of the RITF.
- ☐ I will develop linkages and share the work of the RITF within my community.
- ☐ I will bring concerns about the workings of the RITF, its committees or its members to a Co-Chair of the RITF. I will honor a complaint resolution process as identified by the Co-Chairs of the RITF.

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Signature

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Date